



## RDHAP APPLICATION CHECK LIST

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

- ☐ Completed and signed application form.  
*Incomplete applications will be returned to the applicant.*
- ☐ Enclosed the required fee: **\$300.00**  
*Acceptable forms of payment are personal check, cashier's check or Money order, made payable to "DHCC".*
- ☐ Copy of your current, active RDH License.
- ☐ Copy of the RDHAP program certificate of completion.
- ☐ Copy of your diploma showing completion of a Bachelor's of Science (B.S) degree,  
-**OR**- certified copies of transcripts showing the Equivalency of 120 semester units.  
*You MUST provide an itemized list of the completed units and courses from EACH college attended if qualifying by Equivalency.*
- ☐ One (1) 2 inch x 2 inch Passport Photograph.  
*Attach Photo in the space indicated on page 3, section 22.*

### Additional Forms

- ☐ "Certification of Clinical Practice" form.  
*The hours provided MUST be worked immediately preceding the submission of the application.*
- ☐ Copy of your Live Scan form showing evidence of proof of completion of Live Scan fingerprinting for the RDHAP license type.  
*All personal information, including your name must match exactly to what is submitted on your RDHAP application for licensure.*
- ☐ "Documentation of RDHAP Relationship with Dentist" form. If you already have an established relationship with a dentist, you may include this completed form with your application.  
*This form must be submitted to the DHCC before you may begin practicing as an RDHAP once an RDHAP license is issued.*

### Additional Information, if Applicable

- ☐ Licensure certification form(s) from each state that you now hold or ever have held a valid license in; **regardless** of the status of the license (ie, Active, Expired, Canceled, Revoked).
- ☐ Licensure certification form(s) from the Dental Board of California if you have ever held a valid RDA or RDAEF license **regardless** of the status. (ie, Active, Expired, Canceled, Revoked).
- ☐ Convictions – A written detailed explanation is required along with certified copies of the final decision/judgment, EVEN IF a subsequent order was issued which expunged or dismissed.

***All of the above required items must be submitted with your application before you can be accepted as an applicant for licensure. Once your application is deemed complete, a written notice of eligibility to take the written California Law & Ethics Exam will be sent to you by mail.***